

## **SIDE LETTER AGREEMENT**

BETWEEN

THE CITY OF SAN JOSE

AND

THE MUNICIPAL EMPLOYEES' FEDERATION/AFSCME, LOCAL 101 (MEF)

### **Shifts for Sr. Airport Operations Specialists in the Airport Department PILOT PROGRAM**


The City and the Union acknowledge that the MEF Memorandum of Agreement has the following language regarding unpaid lunches:

*7.3 The normal work schedule shall be forty (40)-hours consisting of five (5) consecutive days of eight (8) hours each, exclusive of a lunch period of at least thirty (30) minutes, Monday through Friday. Insofar as is possible, lunch periods shall be scheduled in the middle of the shift. The length of any lunch period is subject to supervisory approval.*

Full-time employees in the Senior Airport Operations Specialist classification (3514) in the Airport Department currently work either an eight and a half (8.5) hour shift with a half (0.5) hour unpaid lunch period five (5) days a week, or a ten and a half (10.5) hour shift with a half (0.5) hour unpaid lunch period four (4) days a week.

In recognition of the following circumstances, effective the beginning of the pay period closest in time after this agreement has been signed and executed, full-time employees in the Senior Airport Operations Specialist classification (3514) will work either a straight eight (8) hour shift without an unpaid lunch five (5) days a week or a straight ten (10) hour shift without an unpaid lunch four (4) days a week as a Pilot Program that shall expire on June 21, 2014. The Pilot Program is in recognition of the following:

- For eight (8) / ten (10) straight hours a day, full-time employees in the Senior Airport Operations Specialist classification (3514) will be required to perform activities that are work related and during this period of time, they may not be relieved of active work time. If an employee needs to be relieved of active work time for any period of time during their work shift, they must request to use their own leave and such requests are subject to supervisory approval prior to the use of such leave.

 6/6/13  
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Charles Allen  
Business Agent  
AFSCME, Local 101  
Date